

PUD Application No. _____



PLANNED UNIT DEVELOPMENT (PUD) APPLICATION

Zoning Ordinance Article 1322.15, Planned Unit Development (PUD)
Subdivision and Land Development Ordinance

Article 1332, Subdivision and Land Development Application
& Approval Requirements

To assist the Subdivision Administrator in the review of a Planned Unit Development (PUD) Application, the Applicant must utilize this form to supply the City with the information prescribed under Section 1322.15 of the Zoning Ordinance and Section 1332 of the Subdivision and Land Development Ordinance. The submission of this form, along with the prescribed information and required fees, shall serve as the Applicant's S/LD Application as required by Ordinance Section 1332.02.

1. DATE _____, 20____

2. APPLICATION TYPE PUD | Phase _____

PUD | Entire Application

3. APPLICANT'S NAME* _____

Address: _____

Telephone Number (____) _____ Fax Number (____) _____

Email Address _____

4. PROPERTY OWNER'S NAME _____

Address: _____

Telephone Number (____) _____ Fax Number (____) _____

Email Address _____

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

5. LEGAL DESCRIPTION OF THE SUBJECT PROPERTY (list all parcels that apply)

Property Address: _____

Tax Map # and Parcel: _____

Deed Book and Page #: _____

Property Area in Square Feet or Acres: _____

6. DESCRIPTION OF PROJECT AND PROPOSED USE(S) OF THE PROPERTY:

7. DESCRIPTION OF THE EXISTING (OR FORMER) USE(S) OF THE PROPERTY AND CURRENT ZONING:

8. BASE ZONING DISTRICT _____

9. DESCRIBE HOW THE PUD WILL DIFFER FROM THE BASE ZONING DISTRICT?

	Base Zoning District	PUD
Density:		
Lot Size:		
Lot Width:		
Setback – Front:		
Setback – Side:		
Setback – Rear:		
Other:		

S/LD Application No. _____

10. PARCEL HISTORY: (List all pending or previously approved applications on the subject parcels inventoried above, including previous site plan applications if this application is a site plan amendment)

Application No.	Project Name and Phase	Status	Approval Date

11. HAS THE PROPERTY BEEN THE SUBJECT OF ANY COURT ACTION?

Yes (Please specify nature of all proceedings and current status and attach any documents showing court decisions, etc.)

No

S/LD Application No. _____

12. INTERESTED PARTY ADDRESSES, FOR PUBLIC NOTICE (including across street)
(Interested parties are defined as adjacent properties within 100 feet).

Owner	# and Street	City, State, Zip

13. FEE CALCULATION (Per Fee Schedule) _____

AMOUNT PAID \$ _____

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have received and read Section 1322.15 of the Zoning Ordinance and Section 1332 of the S/LD Ordinance.

Signature of Applicant

_____ Date _____

Signature of Property Owner (If different than Applicant)

_____ Date _____

Please submit an original completed Application and specified number of Plan copies to the following:

Subdivision Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

FOR CITY USE ONLY

Application Number: _____ Date Application Received: _____

Fee: \$ _____ Check No. _____ Receipt No. _____

Staff Approval: _____ Date: _____

Planning Commission Approval: _____ Date: _____

Comments: _____
